Sedgefield Community College
Teacher
Job Specification

Post: Teacher

Responsible to: The Headteacher via Curriculum Area Leader

Purpose of the post;

- To prepare and teach lessons of a high standard (as specified in the appropriate teaching standards for MPS or UPS as applicable) to the students assigned to him/her according to the students' needs, which will include: following designated programmes of study, carrying out necessary assessments, providing full information/comments for records and monitoring students in accordance with agreed faculty and college policies.
- To support and enhance the development of colleagues.
- To assist in the delivery of a programme of extra curricular activities.
- To participate in the statutory process of appraisal.
- Responsible for promoting and safeguarding the welfare of children and young people s/he is responsible for, or comes into contact with.

Teaching

- To carry out the duties of a classroom teacher as specified in the School Teachers' Pay and Conditions Document.

Key areas of Responsibility

- To help improve the performance, attainment and achievement of all students.
- To support the Faculty Leader in tracking and monitoring the progress of students through data analysis.
- To support the learning performance for a group of students as a group tutor.

Other requirements

- To ensure the good conduct of students, to support colleagues, to liaise with other members of the faculty and the pastoral team providing information as appropriate and when requested.
- A commitment to the development of the faculty as a successful curriculum area and to the use of latest technologies within the area.
- Adhere to all college policies and procedures relating to the role.
- Be an enterprising, hard-working and professional colleague.
- To be adaptable to changing circumstances and ideas.
- Seek advice and support as appropriate.
- To continue own professional development.
- Be able to relate to students, parents and colleagues using tact and discretion.
- To undertake any other duties which may from time to time be reasonably determined.

Pastoral

- To monitor student attendance together with students' progress and performance in relation to targets set for each individual; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.
- To contribute to PSHE/SMSC, Citizenship and Enterprise according to college policy.
- To ensure the Behaviour Management system is implemented to help facilitate effective learning.

School Ethos

- To support the distinctive ethos of the college and to encourage students to follow this example.
- To support and work towards establishing the vision and aims of the college.
- To work with students in a courteous, caring and responsible manner at all times.
- To work co-operatively with, and in support of, all adults in the college.
- To support the college in meeting its legal requirements for worship.
- To adhere to the college's corporate policies.
- Comply with the college's health and safety policy and undertake risk assessments as appropriate.
- To present oneself in an appropriate manner so that it upholds the values of the college.

All Job Descriptions at Sedgefield Community College complement the agreed pay and conditions for the relevant post. The purpose of Job Descriptions is to clarify and sharpen the focus of the role of the postholder. Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from the Headteacher or Governing body to undertake work of a similar level that is not specified in this job description that is appropriate to the purpose of the post.

The college will endeavour to make any necessary adjustments to the job and the working environment to enable access to employment opportunities in line with County Council Equal Opportunities Policies.

This job description is current at the date shown, but to reflect or anticipate changes in the job commensurate with the salary or job title, the school's management may change elements following consultation with the post holder.

Any offer of employment will be subject to receipt of a satisfactory Enhanced DBS Disclosure.

Sedgefield Community College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.